



State of Arizona  
Department of Education

Tom Horne  
Superintendent of  
Public Instruction

**MEMORANDUM**

To: Arts Education Initiative Project Administrator

From: Lynn Tuttle  
Arts Education Specialist, [ltuttle@ade.az.gov](mailto:ltuttle@ade.az.gov)

Rolanda Bell  
Research and Evaluation Specialist, [rbell@ade.az.gov](mailto:rbell@ade.az.gov)

Date: September 30, 2005

Subject: Arts Education Initiative Evaluation Process and Procedures

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Thank you for participating in Superintendent Horne's Arts Education Initiative.

Desired Evaluation Outcomes for the Arts Education Initiative:

1. **Academic Achievement.** Are students who participate in this arts education initiative increasing their academic achievement in the areas currently being tested (reading, writing, math)?
2. **Arts Education.** Are students who participate in this arts education initiative learning more about the arts? Are teachers who participate in this initiative more likely to include arts learning in their classroom content? Are administrators at participating school sites more likely to support arts education (funding, scheduling, staff hiring) than at non-participating school sites?
3. **Program Implementation.** How is program implementation working in the field? How should the initiative be changed going forward to allow for better experiences for all participants? Are the technical assistance providers being used by participating sites adding value to the arts education initiative? If so, how? If not, why not?
4. **Best Practices.** Can we identify promising practices at participating sites, and share that information with other participating sites and the larger public education field in Arizona?

## **Arts Education Initiative**

### **NEW ITEMS and CHANGES for 2005-2006 – page 1**

#### **What's been added?**

##### Site Visits by Arizona Department of Education

Lynn is “hitting the road” to visit several Arts Education Initiative sites throughout the state. This helps the Department learn more in-depth about your programs, helping us develop the qualitative side of our evaluation (putting face, voice and story to the data). It also allows us the opportunity to meet face to face and answer your questions and concerns. We hope you will see it as an opportunity to share your successes and questions in an open exchange. Thank you in advance if we do request a site visit – and we look forward to seeing you in person soon!

##### Promising Practices Nomination

As noted in our August e-newsletter, we are incorporating a Promising Practices piece to our evaluation toolbox.

What it is: An opportunity to showcase a promising practice from your arts education integration work  
How it will work:

- Each site will be requested to nominate at least one promising practice using the self-nomination form.
- Forms will be accepted in the fall and the spring (see below for revised schedule)
- All sites will be invited to participate in a peer review of the received nominations. First review session will occur during the Arizona Department of Education's MEGA-Conference, scheduled for November 15-17, 2005 in Cave Creek, AZ (north-east of Phoenix). Mark your calendars to attend!
- Recognized sites will receive certificates, a posting of their promising practice on our web-site, and recognition at the Spotlight on Success Conference scheduled for May, 2006.
- Comments will be shared back from the peer review process, and revisions will be allowed for the next submission.

##### Implementation Survey

Our Research and Evaluation folks are designing an implementation survey to help us learn how you-all are implementing your programs “on the ground.” This will include questions regarding the effectiveness of your Technical Assistance Provider, how your community arts partners are faring in working with your students and school, and how your teachers have been able to implement arts integration in their classrooms. This survey is under development, and will be forwarded under separate cover in January.

**Arts Education Initiative**  
**NEW ITEMS and CHANGES for 2005-2006 – page 2**

**What's been changed?**

1. Request for information has been streamlined. ADE will request information from you once for: SAIS ID numbers for students; submission of student, parent, teacher and administrator surveys.
2. Only 2 due dates to remember for survey submissions.
3. Updated parent survey. A simpler parent survey, with some (we hope!) helpful definitions, has been created based on your input. Thank you!
4. Mid-year update via on-line fiscal application. For CSR Sites, we will request your mid-year update via your 2006 CSR Arts Education on-line fiscal application. This will help ADE access your information more quickly (more information available via the CSR Financial Update memo).
5. Mark your CTDS Number at the top of all surveys. This is a new request from ADE, and will help us track which data we've received from which school. This will also allow us to disaggregate survey results by school, which may be very helpful for you in highlighting your arts ed. successes from this initiative with your school board and other decision makers.

**Where can I find the evaluation information?**

1. Hard copies of the evaluation surveys are included in this mailing
2. E-mail versions of the surveys will be sent to you as well.
3. Evaluation instruments will also be available at the ADE web-site at [www.ade.az.gov/asd/arts/initiative.asp](http://www.ade.az.gov/asd/arts/initiative.asp)

The one exception to these above rules: The Implementation Survey, which will be sent to you via e-mail and up on the web (same address as above) in January, 2006.

**How should I submit evaluation information?**

All evaluation materials can be submitted to Anne Trujillo. You can e-mail her at [atrujil@ade.az.gov](mailto:atrujil@ade.az.gov), FAX her at 602/542-3100 or send materials via snail mail at:

Anne Trujillo  
Academic Achievement  
Arizona Department of Education  
Mail Bin #32  
1535 W. Jefferson Ave.  
Phoenix, AZ 85007

You do **not** need to compile survey results prior to sending to ADE. We have Research interns who can do that for us! Please simply send the survey responses via snail mail to Anne at the address above.

**Whom should I contact if I have questions?**

Please contact Lynn Tuttle at [ltuttle@ade.az.gov](mailto:ltuttle@ade.az.gov) or 602/364-1534

## Arts Education Initiative 2005-2006 Evaluation Tools and Timeline

<b>Tool</b>	<b>What it is</b>	<b>Requirements</b>	<b>Timeline/Requested back to ADE</b>
<b>Site visits</b>	ADE representative to visit select sites.	If requested as part of your application amendment in Spring, 2005	Site visits to be completed by January, 2006
<b>Promising Practices: Self Nomination</b>	Nominate a Promising Practice from your Initiative.	One nomination during the year	Friday, November 4, 2005 - and/or - Friday, April 7, 2006
<b>Promising Practices: Peer Review Process</b>	An opportunity to review Promising Practice nominations and select those to receive recognition from ADE.	Participate in one review during the school year	MEGA Conference – November 15-17, 2005 (exact date to follow) - and/or – Friday, April 28, 2006 (Location TBD)
<b>SAIS ID Capture Form</b>	A listing of SAIS ID Numbers for students participating in the arts education initiative at your school. The Department will track participating vs. non-participating students in SAIS to look at academic achievement via AIMS and Terra Nova. Please record ONLY the ID Numbers of participating students.	Required	Friday, January 27, 2006
<b>Teacher perceptual surveys</b>	Surveys to gauge teacher perceptions of arts learning as part of the initiative	Required: attempt 80% response rate.	Friday, January 27, 2006
<b>Administrator perceptual surveys</b>	Surveys to gauge how school site administrators gauge the value of the initiative	Required. At least one per school site.	Friday, January 27, 2006
<b>Student perceptual surveys</b>	Surveys that are age appropriate to gauge student perception of their arts learning via the initiative	Required: attempt to receive 80% response rate.	Monday, February 27, 2006
<b>Parent perceptual surveys</b>	Surveys to gauge student perceptions of arts learning as part of the initiative	Required: attempt 80% response rate.	Monday, February 27, 2006
<b>Implementation Surveys</b>	Surveys to gauge how the program is working in terms of “on the ground” implementation	Required: attempt 80% response rate for participating teachers/administrators	Monday, February 27, 2006